

School Wellness Mini Grant Funding Opportunity 2014-15

\$1,000 Grants Available to Idaho Schools

Grant Purpose: To provide funding to Idaho schools to promote a healthy environment to students.

Eligible Applicants: Any Idaho Local Education Agency (LEA), public school, public charter school, private school, or residential child care institution (RCCI) participating in the USDA's National School Lunch Program. The entity that has been identified as the recipient of the wellness activity must be willing to register as a Team Nutrition School. (Visit <http://teamnutrition.usda.gov/team.html> to enroll at no cost.)

The application may be completed by one or more individuals connected to the grant site including teachers, administrators, foodservice, parents, or school wellness committee members.

Grant Timeline:	Applications Due (by 5:00 p.m. MST)*	SEPTEMBER 19, 2014
	Awards Announced	OCTOBER 3, 2014
	All Grant Funds Must be Spent by	AUGUST 1, 2015

*Applications must be **received** by the Idaho State Department of Education by 5:00 p.m. MST on September 19, 2014.

Application Process: Interested applicants should fill out the "School Wellness Mini Grant Application" found online at www.sde.idaho.gov/site/cnp/ under the Funding Opportunity box.

Applications can be mailed, e-mailed, or hand delivered to the following address. Faxed applications will not be accepted.

Shawn Charters
Child Nutrition Programs
Idaho Department of Education
650 West State Street
Boise, ID 83702

E-Mail: scharters@sde.idaho.gov

If an application is e-mailed it must contain all required components attached to one e-mail.

For questions contact Dianne Esplin, RD, LD, SNS at 208-332-6827 or desplin@sde.idaho.gov.

**School Wellness Grant
funding provided by
Idaho Child Nutrition
Programs, Idaho State
Department of Education
through funding received
from the U.S.
Department of
Agriculture's 2012-2013
Idaho Team Nutrition
Grant.**

*Studies show
healthy
children are
better
prepared to
learn.*

Change of Contact: If at any time between mini-grant award and final report, there is a change in the person responsible for district wellness or the contact person for administering the mini-grant, all unexpended funds must be returned within 7 business days unless a new person is appointed and SDE-CNP is notified of the change.

Eligible Activities: A healthy school environment is consistent in health messages throughout the facility. As a benefit to those schools awarded, individual guidance for all food sold on campus will be provided by the State Department of Education – Child Nutrition Programs (SDE-CNP). SDE-CNP will identify areas of strength and those areas that may need attention and will offer recommendations and/or technical assistance. Applicants will then be provided up to \$1,000 for school wellness activities at one school site. Districts may apply for identical activities at multiple school sites within their district with proof of support from all site principals, district superintendent, and district food service director. Below is a list of school wellness areas with some suggestions from how some schools have used these funds.

- **Breakfast in the Classroom**
 - *Breakfast promotion expenses (i.e. printed materials)*
 - *Cost of items those to protect food during transport such as rolling insulated containers.*
 - *Teacher training on implementation*
- **Adjusting school environment for Smart Snacks in Schools federal regulations**
 - *Training on healthy fundraisers for students and club advisors*
 - *Training for school culinary programs on Smart Snacks regulations*
- **Sponsoring a non-competitive after school physical activity program**
 - *Walk-a-thon, Jump-a-thon, fun run*
 - *Walking club, jump rope club, sports exploration club*
- **Walk or bike to school promotion**
 - *Promotional costs(i.e. printed materials)*
 - *Staff time to initiate the program*
- **Recess before lunch of at least 20 minutes duration (*Elementary only*)**
 - *Costs related to food service or classroom changes*
- **Using Team Nutrition classroom curriculum or Idaho Farm to School Lesson Plans for nutrition education**
<http://www.fns.usda.gov/tn/educators> or <http://www.sde.idaho.gov/site/cnp/farmToSchool/lessonPlans/>
 - *Food costs for a healthy lesson-related snack*
 - *Stipend for consultant, such as a Registered Dietitian, to teach these classes, if desired*
- **Partnering with a professional chef for the *Chefs Move to Schools* program**
 - *Stipend for chef to consult with food service staff and present to students*
- **In-service or training to empower classroom teachers and after school staff to integrate nutrition education and physical activity into classroom culture and lessons.**
 - *Cost of substitutes to allow for teachers/staff to attend*
 - *Cost of presenter*
- **Partnering with a community organization to promote healthy eating and physical activity**
- **Coordinating a Farm to School program in both classrooms and cafeteria**
 - *School garden expenses if a nutrition education component is included*
 - *Extra costs and promotions related to providing an “All Idaho” school meal*
 - *Food and supply costs to teach Idaho Farm to School Lesson series.*
- **Implementing Smarter Lunchroom techniques to promote healthy student choices in the cafeteria**
<http://smarterlunchrooms.org/>
 - *Purchasing small cafeteria items identified through the Smarter Lunchrooms Self-Assessment Score Card*

- **Nutrition Promotion**

- *Expenses related to a student video or poster design contest to promote healthy eating and physical activity.*
- *Cost of a bring in an engaging and entertaining nutrition education program for a whole school assembly*
- *Expenses related to a healthy student recipe contest*
- *Cost of a teacher to serve as an advisor for a year-long student wellness committee when there is a nutrition promotion component to their efforts*

Allowable Uses of Grant Funding: Funds will be issued in the amount of the grant request up to \$1,000, after registration as a Team Nutrition school has been verified. Expenses for the wellness activity must be tracked with receipts and submitted with final report. Expenditures must not exceed that which would be incurred by a prudent person under similar circumstances and would qualify as sound business practice. Mini-grant awards are Team Nutrition sub-grant awards and are subject to the restrictions below:

Food Cost

*Team Nutrition funds may be used to pay for food if the food is part of a specific educational activity. For example, conducting a classroom taste test of specific fruits or vegetables, or demonstrating the making of simple, healthy snacks, is a reasonable request. The use of the food must be related to nutrition education activities specified under objectives of the mini-grant proposal or work plan. Team Nutrition funds should **not** be used to purchase a meal for anyone.*

Food and Nutrition Equipment

*Team Nutrition funds may **not** be used to purchase foodservice operation equipment, such as salad bar equipment, refrigerators, food processors, etc. However, small mobile kitchen equipment to be used for classroom food preparation demonstration or hands on food experiences may be permissible if such activities are part of the integrated nutrition education lessons specified under objectives of the proposed mini-grants. Teachers' commitment to teach nutrition in the classroom and share the use of the purchased mobile kitchen equipment among other teachers within the same school building, if applicable, should be clearly indicated in the mini-grant proposal. A total expenditure of food and nutrition-related equipment purchases should not exceed 10% of the total mini-grant awarded. (NOTE: Food service equipment to support implementation of breakfast in the classroom MAY be allowable on a case-by-case basis.)*

Medical Equipment

*Team Nutrition funds may **not** be used to purchase medical equipment or health services related to health assessments such as obtaining clinical data on nutritional status, chronic disease or chronic disease risk assessment. Therefore, measurement of height, weight, skin fold thickness, blood pressure, cholesterol, and blood glucose and iron level are not allowable costs under the TN grant. Although the Body Mass Index (BMI) concept may still be part of the nutrition education component for age-appropriate students, obtaining the height and weight status should come from the school nurses' office, students' health care provider or the individual student's knowledge.*

Physical Activity

*Eating healthy and being physically active are desired behavior outcomes of Team Nutrition. Mini-grant awardees are encouraged to coordinate with community, youth and recreational organizations and others whose primary mission is to make regular opportunities for physical activity accessible to students. Educational and program materials developed with Team Nutrition funds to promote and reinforce physical activity for all target audiences must include messages that link nutrition and physical activity, such as "balance your day with food and play" (Eat Smart. Play Hard.). While it might be permissible to use mini-grant funds to purchase posters, pamphlets, audiovisuals, and small, consumable supplies such as a few classroom jump ropes or hula hoops to help teachers promote life-long physical activity habits as part of a classroom nutrition education activity, Team Nutrition funds are **not** intended to purchase pedometers or award pins for everyone, or to subsidize the regular physical education program in the school. The costs associated with physical activities should not significantly detract from funds for promoting healthy eating. Team Nutrition funds may **not** be used to purchase playground equipment, exercise or sports equipment, sports lessons (swimming, skating, etc.) or to pay for the services of a for-profit physical fitness organization.*

Staff Development and/or Substitute Pay

If adequate funding is available, Team Nutrition funds may be used to hire a substitute for the teacher, school administrator, or school foodservice staff representative to attend training, participate in planning sessions or other avenues for staff development in nutrition education. For accounting purposes, a record of who attended the session, how long it lasted, and the purpose of the session is required. Team Nutrition mini-grant funds cannot be used to pay for staff time to do their normal duties.

Gardening

It is recognized that some of the Team Nutrition materials promote activities related to gardening, and gardening is an excellent way to involve the entire school, parents and the community in a Team Nutrition activity. If the plans submitted by the mini-grant recipient(s) specify a gardening activity, the proposal must include a nutrition education component and show a clear link between the garden and nutrition education activities. The proposal must also describe how the garden will be sustained beyond the grant period.

Schools are encouraged to partner with local gardening supply sources for creating sustainability of the gardening project after the TN Training Grant period. Schools may also contact their local Cooperative Extension office to see if there is a Master Gardener program that can provide assistance with the gardening project. The FNS Farm to School web page contains several resources, including links to funding opportunities to supplement the TN funds used for school gardens.

Team Nutrition funds may be used to purchase a reasonable amount of supplies (e.g., seeds/seedlings, grow lights, potting soil and starter pots) for classroom gardening projects. Applicants whose proposals clearly show a strong indication of sustainability beyond the grant period may receive start-up funds for moderately sized, in-ground gardens, including structural supplies for building the garden. Proposals that describe activities that will not be sustained beyond the grant period may only be funded for smaller, classroom-sized, container gardens.

Summary

There is limited funding to accomplish Team Nutrition's important goal of improving children's lifelong eating and physical activity habits. Child Nutrition Programs wants to ensure that the best use of the limited funding is achieved.

When considering items in the grant budget the following questions should be considered:

- 1. Is the cost applicable to my grant's objectives?*
- 2. Is the cost allowable according to Allowable Uses of Grant Funding?*
- 3. Is the cost reasonable?*

Grant Judging and Selection: The application process will be competitive. Grant applications receiving the highest score will be awarded.

Grants will be judged and scored on the following parameters:

1. Preference will be given to schools who were not awarded a wellness mini-grant in SY 2013-14
2. Geographic diversity of awardees will be a factor in selection
3. Preference will be given to applicant organizations that can show active policies or procedures to address all foods sold in school other than school meals. (fundraisers, vending, etc)
4. Planned Wellness activity at the school level.
 - a. Planned activity's relevance to nutrition education and promotion to students
 - b. Percentage of enrolled students at the school that this wellness activity will impact.
 - c. Budget and ability to spend the funds on relevant allowed expenses.